

~~ADMINISTRATIVE-INTERNAL USE ONLY~~

28 February 1975

MEMORANDUM FOR THE RECORD

SUBJECT: Standards for Document Sanitization

1. Recently an agreement was reached between the Agency and the Department of Justice (DOJ) concerning material deleted from the documents provided to them by CIA concerning domestic activities. This agreement allows us to delete the names of current and former CIA employees, agents and sources whose identities must be protected for cover or security reasons, as well as any other information that would identify them. The deleted information is to be provided to DOJ on separate IDEN lists which either contain sensitive names and information which must be protected (such as Agency employees previously under cover) or descriptive phrases substituted for deletions whose true status is so sensitive that it cannot be provided.
2. This revision to our sterilizing criteria requires that we modify the IDEN lists previously developed for material already sanitized for DOJ and the President's Commission.
3. On the attached sheet we have listed the IDEN number and the true name entry as it appeared on the original IDEN list, with the names of employees underscored. In a separate column we provide a suggested entry for the revised list to be released to DOJ and the Commission. Included in this list are asterisks which mark the names of employees who, according to Central Cover Staff records, have been or are currently under cover. (Where CCS has indicated a particularly sensitive cover situation we have deleted the name.)
4. Please note that the lists will continue to contain identities which would not have been deleted from documents had the new DOJ standards been in use when the documents were originally sanitized.

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5. In summary:

A. We will no longer be deleting:

1. Names of employees of other Government organizations.
2. Names of Agency employees with no cover factors (past, present or future)
3. Targets of operations - unless they otherwise meet cover or security standards for deletion.

B. We will only be deleting:

1. Names of Agency employees - past, present or future cover factors (security)
2. Names of Agents (with cover or security factors)
3. Names of sources (with cover or security factors)
4. Identifying characteristics of the above names (address, geographic location, telephone number, etc.)
5. Codewords - handle on case-by-case basis.
6. Names of cooperating private organizations -
 - a. Disclosure would ruin relationship and prevent new ones.
 - b. Organization functioned as Agent.

STATINTL



Office of the Inspector General

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